

**SECRET**

22 MAY 1980

**OS REGISTRY**  
**FILE** *Reports 5*

MEMORANDUM FOR: Deputy Director for Administration

FROM: [REDACTED]  
Director of Security

SUBJECT: Office of Security Significant Activities  
Week of 15 May 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)

2. The activities of the Office of Security during the week of 15 - 21 May 1980 were highlighted by the following items:

a. Representatives of the Information Systems Security Group and the Technical Security Division met on 16 May with representatives of the Office of Communications and the Information Management Staff/DDO to discuss the sanitization and destruction techniques for the magnetic media to be used in the CRAFT project overseas. (U)

b. On 20 May, a two-man team departed on TDY for the Africa Division area to perform [REDACTED]

25X1  
25X1

c. Security Education Group spoke to the Orientation for DDO Spouses Course on 16 May 1980. There were eight people in attendance and the briefing was well received. (U)

d. Two Physical Security Officers have been working with Latin America Division with respect to [REDACTED] (C)

25X1

e. Coordination continues with the Near East Division and the Office of Technical Service regarding the procurement and use of a badge system for [REDACTED] (S)

25X1

**WARNING NOTICE**  
INTELLIGENCE SOURCES  
AND METHODS INVOLVED

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f. On 18 May, a representative of the Technical Security Division successfully opened by manipulation a defective safe in [ ] (S)

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g. On 21 May, officers of the Physical Security Division and the Technical Security Division afforded a senior security official of [ ] in-depth briefings on general access control and technical security subjects of interest to his service. (C)

25X1

h. A Safety Officer completed a seven-day accident investigation course presented by the Occupational Safety and Administration Training Institute in Des Plaines, Illinois. (U)

25X1

25X1

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